

# **TENT PERMIT CHECKLIST**

2 site plans (must be all inclusive of the premises).

Setbacks to the property line are shown on site plan (from tent & display areas).

# of parking stalls available on site (before tent and/or display).

# of parking stalls used by the tent and/or display

Distance of tent from all structures on the premise is shown on site plan.

Zoning Code does not allow tent/structure or display area to be located in required yards.

Fire Code does not allow tent/structure to be located within 20 feet of property line, buildings, temporary membrane structures, other tents and canopies, parked vehicles or internal combustion engines.

Current Flame Retardant certificate is attached.

Call out on Plan: Fire Extinguisher Provided

Minimum of 2 exits are shown on drawing (occupancy of more than 10).

"No Smoking" signs to be posted.

Electrical cords to be installed in accordance with the National Electrical Code.

Contact Person Name & Phone # \_\_\_\_\_